



# CITY OF LODI

## COUNCIL COMMUNICATION

**AGENDA TITLE:** Destruction of Certain Human Resources Records.

**MEETING DATE:** November 20, 1996

**SUBMITTED BY:** Joanne Narloch, Human Resources Director

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**RECOMMENDED ACTION:** That the City Council approve the destruction of the hereinafter listed City of Lodi records.

**BACKGROUND INFORMATION:** In accordance with Government Code, Section 34090, permission is requested to destroy the following obsolete City records:

1. Personnel employment records of separated part-time employees (over 2 years old).
2. Personnel employment records of separated full-time employees (over 5 years old).

**FUNDING:** None required.

Respectfully submitted,

Joanne M. Narloch  
Human Resources Director

**APPROVED:** \_\_\_\_\_

H. Dixon Flynn -- City Manager

RESOLUTION NO. 96-175

A RESOLUTION OF THE LODI CITY COUNCIL  
AUTHORIZING DESTRUCTION OF CERTAIN RECORDS  
RETAINED BY THE HUMAN RESOURCES DEPARTMENT

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WHEREAS, in accordance with Government Code Section 34090, the City Attorney has filed his written consent to the destruction of certain records retained by the Human Resources Department, an inventory of which is attached hereto, marked Exhibit A, and thereby made a part hereof;

NOW, THEREFORE, BE IT RESOLVED by the Lodi City Council that:

1. The records heretofore identified are no longer required.
2. The Lodi City Council finds that the City Attorney has given his written consent to the destruction of the records inventoried on Exhibit A attached hereto and the destruction of those records is hereby authorized.

Dated: November 20, 1996

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I hereby certify that Resolution No. 96-175 was passed and adopted by the City Council of the City of Lodi in a regular meeting held November 20, 1996, by the following vote:

AYES: COUNCIL MEMBERS - Davenport, Mann, Pennino,  
Sieglock and Warner (Mayor)

NOES: COUNCIL MEMBERS - None

ABSENT: COUNCIL MEMBERS - None

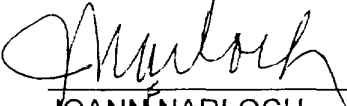
ABSTAIN: COUNCIL MEMBERS - None

  
JENNIFER M. PERRIN  
City Clerk

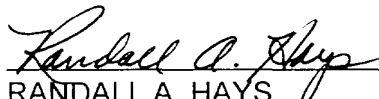
EXHIBIT A

INVENTORY OF CERTAIN RECORDS RETAINED BY THE HUMAN  
RESOURCES DEPARTMENT REQUESTED TO BE DESTROYED PURSUANT  
TO GOVERNMENT CODE SECTION 34090  
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- 1.) Personnel employment records of separated part-time employees (over 2 years old).
- 2.) Personnel employment records of separated full-time employees (over 5 years old).

Dated: 11-24-96   
JOANN NARLOCH  
Human Resources Director

APPROVED FOR DESTRUCTION:

Dated: 11/20/96   
RANDALL A. HAYS  
City Attorney  
City of Lodi